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Illinois Department of Children & Family Services

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**NOTICE TO LICENED GROUP DAY CARE HOME PROVIDERS**

**REFERENCE:** Revisions to Licensing Standards for Group Day Care Homes

**FROM:** Erwin McEwen

**EFFECTIVE:** December 15, 2010

Following is a summary of the revisions to Rule 408, Licensing Standards for Group Day Care Homes approved by the Joint Committee of Administrative Rules. A complete version of the revised rule can be accessed and printed from the Department's website under the link "Policy and Rules" or from the following link  
<http://www.ilga.gov/commission/jcar/admincode/089/08900406sections.html>

**Pre-service Training for New Applicants and Fire Safety Inspections**

Section 408.5 – Requires 15 hours of pre-service training for **new** applicants and for issuing a permit in Section 408.25. The training must include: 1) Sudden Infant Death Syndrome (SIDS); 2) Shaken Baby Syndrome 3) Department approved Mandated Reporter training

Fire safety prevention inspections shall be done by the Office of the State Fire Marshal for multi level or unusual or complex homes; for single-floor homes, inspections shall be done by a trained licensing representative.

**Current with the Required Training for Renewal and Other Requirements**

Section 408.10 – Prior to license renewal, the licensees must complete the required 15 hours of annual training. The licensing representative shall review the group day care home's emergency, tornado and hazard protection plans prior to renewal. Fire safety prevention inspections shall be done by the Office of the State Fire Marshal or a trained licensing representative.



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## **Smoke Detectors in Each Room and other Safety Provisions**

Section 408.15 – Requires smoke detectors to be installed in each room where children nap or sleep as required by the State Fire Code, and not just within 15 feet of these rooms. Requires that the home be maintained in good repair and provide a safe environment for children. In addition, requires a range of ambient temperatures during summer and winter months. Improves fire safety standards in the home as required by the State Fire Code and the Department’s agreement with the Office of the State Fire Marshal.

## **Smoking Prohibition and Capacity When Home Schooling**

Section 408.35 – Amends to comply with the Smoke Free Illinois Act [PA 095-0017 and 225 ILCS 10/5.5] requiring that no person shall smoke in the home or vehicle when children are in care. The provider shall include children who are being home schooled when determining capacity of the group day care home unless another parent or caregiver is providing the schooling apart from the day care area and the caregiver has no responsibility for the care or supervision or schooling of the children during the hours home day care is provided.

## **Training that May Apply to Incoming Year**

Section 408.45 – Caregivers who obtain clock hours of training in excess of the required 15 clock hours per year may apply up to 5 clock hours to the next year's training requirements.

## **Child’s Birth Certificate for New Enrollees**

Section 408.60 – The Missing Children Records Act [325 ILCS 50/5] requires that the parent or guardian of a child to be enrolled for the first time in a day care home must provide a certified copy of the child’s birth certificate within 30 days after enrollment.

## **Licensing Violations to be Posted**

Section 408.120 – Requires that substantiated licensing violations be posted in a prominent area of the home until all violations have been corrected.

## **Licensing Year Instead of Calendar Year for Required In-service Training**

Section Appendix G – Sets the time frame for completing the 15 hours of in-service training to the period of the licensing year instead of calendar year and deletes the requirement to prorate hours of training in each calendar year.

## **QUESTIONS**

Licensed day care providers should direct questions regarding the amended rules to their licensing representative.

## **ACCESS TO REVISED PART**

A Complete version of the revised rule Part 408, Licensing Standards for Group Day Care Homes, can be accessed and printed from the Department website under the link “Policy and Rules.”